DATA POLICY

agrf
Empowering   Australian Genomics

Ensuring your data remains secure.

AGRF understands that data integrity, security, and privacy are of paramount importance.

AGRF maintains thorough protocols for data management and the release and transfer of data to clients. Client data produced as a result of services undertaken is initially stored in an internal enterprise-grade storage and archival system, and replicated to additional enterprise-grade storage arrays. The data is immediately archived to tapes; two copies are created and one is stored locally for rapid retrieval whilst the other is sent offsite and stored within an alternative fire zone to accommodate for disaster recovery if required. Access to storage is from the internal network only, which is protected by several layers of security.

Data is only released by the methods described below to the contract owner's secure account. All files that are to be shipped to the client are validated using 128-bit MD5 checksums. As a client may use either UNIX-based or Windows systems to analyse their data, methods for validation on both systems are provided.

Our team is capable of delivering all standard file formats for our services. Data is accessible by several methods:
1. Client submission website: Data is available for direct download from https://agrf-data.agrf.org.au
2. FTP client: Using the SFTP protocol, data can be accessed using FileZilla or a similar FTP client.
3. Command line (rsync, wget, sftp): using common command-line tools. This option is recommended for those with bioinformatics skills.
4. Hard drive

Where required, data can be delivered on a hard drive for a nominal fee. Hard drives are formatted NTFS prior to data transfer, and are encrypted and sent via registered post or courier, with signature required at delivery.

Research data
Data can be released to the sample submitter or the administrator (whoever financed the contract).
Data can be released to other recipients but an email is needed from the administrator (not the sample submitter).

Clinical data
Data can be released to the administrator only. Sample submitters can receive data only if authorised by email from the Administrator.

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